



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**RABINDRASADAN GIRLS' COLLEGE**

- Name of the Head of the institution **DR. Ashok Kumar Das**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03843260744**
- Mobile No: **7638818028**
- Registered e-mail **ashok.dashok.das93@gmail.com**
- Alternate e-mail **Nil**
- Address **Main Road**
- City/Town **Karimganj**
- State/UT **Assam**
- Pin Code **788710**

##### **2.Institutional status**

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Women**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Assam University, Silchar**
- Name of the IQAC Coordinator **Mr. Lallienzuol Hmar**
- Phone No. **03843260744**
- Alternate phone No. **NIL**
- Mobile **9531056792**
- IQAC e-mail address **iqacrsgcollege2022@gmail.com**
- Alternate e-mail address **lhmar2012@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<http://www.rabindrasadangirlscollege.in/iqac-files/iqar/AQAR%202021-2022.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

[http://www.rabindrasadangirlscollege.in/academic\\_calender/Academic%20Calendar%202022-23.pdf](http://www.rabindrasadangirlscollege.in/academic_calender/Academic%20Calendar%202022-23.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>71.60</b>	<b>2004</b>	<b>16/09/2004</b>	<b>15/09/2009</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.22</b>	<b>2011</b>	<b>08/01/2011</b>	<b>07/01/2016</b>

**6. Date of Establishment of IQAC**

**14/10/2004**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>RABINDRASADAN GIRLS' COLLEGE</b>	<b>FEE WAIVER SCHEME</b>	<b>STATE GOVERNMENT</b>	<b>2022-23/365</b>	<b>3799517</b>
<b>RABINDRASADAN GIRLS' COLLEGE</b>	<b>SALARY</b>	<b>STATE GOVERNMENT</b>	<b>2022-23/365</b>	<b>63429825</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

**11. Significant contributions made by IQAC during the current year (maximum five bullets)**

One Day Workshop on softskill programme for NonTeaching staff.

One day orientation programme on code of conduct for UG students

One day training programme on video editing for UG students

Preparation of Academic and Administrative audit report

Phasewise Students awareness programme for using library resources

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
One Day Workshop on softskill programme for NonTeaching staff.	The objectives of the workshop to acquaint the non teaching staff in the soft skills viz. communication, time management, critical thinking etc. was achieved satisfactorily.
One day orientation programme on code of conduct for UG students	Organized successfully
One day training programme on video editing for UG students	The training programme successfully familiarised UG students with some skills on video editing and kindled interest amongst them.
Phasewise Students awareness programme for using library resources	Organized successfully
Awareness programme on MentorMentee system among the students	Successfully organized

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, R.S.Girls' College, Karimganj	08/02/2023

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>RABINDRASADAN GIRLS' COLLEGE</b>
• Name of the Head of the institution	<b>DR. Ashok Kumar Das</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03843260744</b>
• Mobile No:	<b>7638818028</b>
• Registered e-mail	<b>ashok.dashok.das93@gmail.com</b>
• Alternate e-mail	<b>Nil</b>
• Address	<b>Main Road</b>
• City/Town	<b>Karimganj</b>
• State/UT	<b>Assam</b>
• Pin Code	<b>788710</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Women</b>
• Location	<b>Urban</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Assam University, Silchar</b>
• Name of the IQAC Coordinator	<b>Mr. Lallienzuol Hmar</b>
• Phone No.	<b>03843260744</b>

• Alternate phone No.	NIL				
• Mobile	9531056792				
• IQAC e-mail address	iqacrsgcollege2022@gmail.com				
• Alternate e-mail address	lhmar2012@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.rabindrasadangirlscollege.in/iqac-files/iqar/AQAR%202021-2022.pdf">http://www.rabindrasadangirlscollege.in/iqac-files/iqar/AQAR%202021-2022.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.rabindrasadangirlscollege.in/academic_calender/Academic%20Calendar%202022-23.pdf">http://www.rabindrasadangirlscollege.in/academic_calender/Academic%20Calendar%202022-23.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Cycle 2	B	2.22	2011	08/01/2011	07/01/2016
<b>6.Date of Establishment of IQAC</b>			14/10/2004		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
RABINDRASADAN GIRLS' COLLEGE	FEE WAIVER SCHEME	STATE GOVERNMENT	2022-23/365	3799517	
RABINDRASADAN GIRLS' COLLEGE	SALARY	STATE GOVERNMENT	2022-23/365	63429825	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
One Day Workshop on softskill programme for NonTeaching staff.		
One day orientation programme on code of conduct for UG students		
One day training programme on video editing for UG students		
Preparation of Academic and Administrative audit report		
Phasewise Students awareness programme for using library resources		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

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Awareness programme on MentorMentee system among the students	Successfully organized
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body, R.S.Girls' College, Karimganj	08/02/2023
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	14/02/2023
<b>15.Multidisciplinary / interdisciplinary</b>	
Rabindrasadan Girls College shall focus on a holistic and overall personality development of students by inculcating 21st century	



skills of learners. The college aims at imparting an education that shall develop the intellectual, aesthetic, social, physical, emotional and moral values in students. Currently, institute is not offering any multidisciplinary flexible curriculum as it is affiliated to Assam University, Silchar. Assam University, the affiliating University of Rabindrasadan Girls' College, has not yet introduced the New Education Policy 2020. As such, the Institution is still running the courses under the existing Choice Based Credit System (CBCS). So far as the basic tenets of the NEP is concerned, the College is already on the path of welcoming the approach undertaken by the Ministry of Human Resource Development (MHRD), which is reflected in certain measures which are in practice. The University has made it compulsory to study "Environmental studies" in their regular curriculum as flexible and innovative curricula that includes credit-based courses and aims at environmental education towards the attainment of a holistic and multidisciplinary education and it is being pursued mandatorily by students across all disciplines in their undergraduate level with the title "Foundation Course in Environmental Studies". The various Diploma/Certificate Courses offered by the Institution allow the students to take up such courses along with their regular Undergraduate Syllabus. Participation in these courses provide a multidisciplinary platform for the students alongwith value addition to their core discipline. Important days like International Yoga Day, International Women's Day, Environment Day, Road Awareness Programmes are to be celebrated and observed bringing together all the disciplines of the college.

#### **16.Academic bank of credits (ABC):**

The Institution in terms of its faculty resource is capable enough to introduce Academic Bank of Credits (ABC), however, owing to the limitations as an affiliated college under Assam University, the Institution cannot take individual decisions in this regard. As and when the Assam University registers under the ABC to permit its learners to avail the benefit of multiple entries and exit during any programme, the students of the College will also be able to avail of the benefits of the Scheme. In view of the introduction of ABC, the College can develop the necessary infrastructural facilities as it is having sufficient space for development.

#### **17.Skill development:**

To cater to the need of the day, the College lays special emphasis on Skill Development Courses. The institution organizes

soft skill development courses/workshops/Seminars for the students which help to strengthen their vocational skills. To equip the students with basic career oriented skills and to facilitate better employment opportunities the institution organizes short term skill develop courses. The course content and instruction material of these skill development courses has been designed to cover both the knowledge and skill components. The institution makes the optimal utilization of in house experienced faculty and available infrastructure to run these courses. It prepares them capable of getting good placements and will broaden their horizon and nurture their mind for becoming not only job seekers but job creators and successful entrepreneur also. The institution understands the importance of value-based education to inculcate positivity among the students. Hence it always conducts community-based programs. It also conducts yoga workshops and cultural programs. The existing CBCS syllabus gives the scope to enhance the skill of the students in their respective subject areas through the mandatory Skill Enhancement Course (SEC). Besides, the Institution on its own runs self-financing Short Term, Skill Development and Professional Courses at a very affordable fee structure so that students can easily avail the benefits of such courses.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The departments of Sanskrit ,Bengali and English offer courses based on different programs which deal with Indian Languages, Culture and Knowledge System . The college constantly encourages its faculty members to enhance their skills in these areas by attending Faculty Development Programme(FDP), Refresher courses, seminars and conferences. Workshops are arranged for the creation of awareness towards the importance of the Indian language and culture, like yoga day, art exhibitions, Sanskrit Day etc in the college premises. The institute is taking initiative to train the faculty members in this regard. Students from nook and corner of the valley and contiguous states enroll in Rabindrasadan Girls' College to pursue their academic careers and fulfil their aspirations. Taking into account the diverse culture, the Institution promotes academic and extracurricular activities that may help to preserve our age-old traditions, customs and beliefs. Sanskrit, being the mother of all modern Indian languages and treasure house of rich Indian knowledge system, has been taught in the College right from its inception. The Department of Sanskrit takes the privilege to organise Short Term Spoken Sanskrit Courses for anyone who is interested to be well conversant in

Spoken Sanskrit. The enthusiastic participation of the students and faculty members even from other disciplines authenticate the popularity of the said programme.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Rabindrasadan Girls' College, one of the oldest hubs of Higher Education in Brak Valley provides the right platform for pursuing higher education in various disciplines under Assam University. Originally the Institution was affiliated under Gauhati University and later on with the establishment of Assam University in Silchar, the College underwent through change in affiliation. The college has the mission to emerge as the centre for excellence and is working hard to achieve the goal. The college is offering different opportunities to the students through its teaching and learning programmes so that the students should develop as an individual to contribute in the advancement of the society. The college has stated clearly the learning outcomes of the Programmes and Courses by communicating the information to the teachers and students. All UG Courses offered by the College including the self-financing courses are under the umbrella of Outcome Based Education (OBE). All the departments take the initiative to prepare the Programme Outcome, Programme Specific Outcome, and Course Outcome and submit it to the Competent Authority for his approval prior to uploading the content in the College Website. The content of the Outcome is distinct and precise which makes it easily understandable by the students. The institute follows a system of academic audits to know the status of the Outcome-Based Education (OBE) implementation. Outcome-Based Education (OBE) is a student-centric teaching-learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. For uninterrupted teaching-learning, internal examinations, syllabus oriented student seminar, and viva voce are taken. In order to create the best teaching-learning environment for the students, the faculty constantly monitor whether the learning objectives and learning outcomes are being achieved or not and accordingly take necessary steps to ensure that all the students gain necessary expertise, knowledge, skills and capabilities.

#### **20.Distance education/online education:**

The college's teaching and learning process is conducted in a offline format, with constant monitoring and assessment to allow for prompt intervention to help students understand and overcome their weaknesses. Students at the institute continued to attend

classes physically. Apart from offline teaching, all teachers nowadays use Google Classroom to effectively provide educational materials to their pupils. The institute's CAGC (Career Guidance and placement Cell) is responsible for ensuring that all majors' students have access to high-quality career development programmes. This is because the affiliated university has not yet begun offering remote learning courses at the undergraduate level. However, the advent of online classrooms like Google Meet, Zoom, You Tube, Teach mint, and similar platforms has given our traditional approach to education a whole new dimension. The introduction of online mode of education along with offline mode allowed students to upgrade their level of academic excellence keeping parity with other hubs of Higher Educational Institutions. As a result a new dimension in the arena of academic exercise has been evolved to cater to the need of the day.

### Extended Profile

#### 1.Programme

1.1	2
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	881
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	299
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	334
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	23
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	31
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	4029876
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	45
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<b>The college has been working on a very well-planned curriculum</b>	

delivery system. and at the beginning of academic session, the curriculum concerning the departments is discussed among the faculty members. The total curriculum is thereafter divided and allotted to the concerned teachers. On the basis of the allotted portion of the curriculum, concerned teachers chalk out teaching plans. Teaching plans are drawn out in such a way so that sufficient time for revision can be spared, besides completing the entire volume of the course. The college prospectus is the threshold for the students to have a glimpse of the vision, mission and objectives of the college. The college website is another source through which the students can acquaint themselves with the curriculum and other relevant information. A proper routine with time and class allotment for the teachers have been following both in odd and even semesters during each academic session. The respective teachers specialized in their disciplines follow the syllabus formed by the university. Feedback of the students is collected in each academic session to find out the positive and negative aspects regarding the effectiveness of the curriculum delivery by the teachers as well as of the institution as a whole. Parents- teachers meets are also conducted for more effective curriculum delivery by taking suggestions and other aspects to develop a better environment for curriculum delivery.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://rabindrasadangirlscollege.in/files/DocScanner%20Oct%2029,%202022%20-18%20PM.pdf">http://rabindrasadangirlscollege.in/files/DocScanner%20Oct%2029,%202022%20-18%20PM.pdf</a>

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). An academic calendar is prepared for each academic session by following the affiliated university, i.e. Assam University, Silchar to bring the uniformity and timely completion of the syllabus, internal and external exams and other relevant activities. The college ensures utmost regularity in holding regular classes.. Teachers are directed to play flexible roles to adhere the needs of both the advanced and slow learners. To ensure regular visit to the library it is made mandatory that students visit the library at least 4 days per week. In order to make curriculum student centric,

students have to take part in filed work, project work and excursion etc. The college conducts in-semester examinations and other internal assessment works, such as assignments, seminar presentations as per the academic calendar prepared for a specific academic session.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.rabindrasadangirlscollege.in/academic_calender/Academic%20Calendar%202022-23.pdf">http://www.rabindrasadangirlscollege.in/academic_calender/Academic%20Calendar%202022-23.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**11**



File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

191

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

191

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

#### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Yes, Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and



Sustainability into the Curriculum. Crosscutting issues such as climate change and environmental education are already incorporated into the curriculum in the form of making Environmental Science a compulsory subject in the higher secondary and degree level. Certain papers, such as Business Ethics, Auditing, value education, educational psychology help the teaching-learning process more effective to integrate its crosscutting issues such as Professional Ethics, gender, human values. Apart from these compulsory papers, the students those who opted for NCC and NSS has ample scope to do practical things to develop human values, discipline and to work for protection of environment etc. The departments have been conducting different programme like seminar among the students, personality development such as communication skill for the overall development of students. The N.S.S. unit of the college is very proactive in conducting different extension activities such as tree plantation and other sustainable development programmes. Every year, N.S.S. unit undertakes a host of activities in the adopted village during the special camps which includes village cleanliness campaign, plastic free drive etc. The college puts emphasis on integration of ethical and human values through extra-curricular activities which inculcates value and ethics among the students. National events like Independence Day and Republic Day etc. raise patriotic and moral values of students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

### 1.3.3 - Number of students undertaking project work/field work/ internships

23

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://rabindrasadangirlscollege.in/feedback-files/Feedback%20Report.pdf">http://rabindrasadangirlscollege.in/feedback-files/Feedback%20Report.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1080

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

299

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college has developed significant strategies and scientific implementations both at the institutional level and the departmental level to cater to the needs of advanced learners and slow learners. The learning levels of the students are assessed by different mechanisms such as their merit in the qualifying examinations, performance in semester and internal examinations. Students having proficiency in extra-curricular activities are identified by the teachers in charge. Review Meetings are periodically held with authority and the teachers to assess and discuss necessary measures to improve students' performance. Measures taken for advanced learners: Advanced learners are recommended books and study materials of advanced level to encourage and motivate the advanced learners to excel in university exams. Advanced learners are encouraged to participate in various symposiums like quiz, poster presentation, debate competitions, student seminars, inter college competitions etc. Measures taken for slow learners: Extra classes are conducted for weaker students. Respective departments monitor the performance of slow learners Personal counseling is also done for the students identified as slow learners through mentoring system. In order to make the teaching learning process more effective and learner centric, English as well as Bengali is used as a medium of instruction.

File Description	Documents
Link for additional Information	<a href="http://rabindrasadangirlscollege.in/files/DocScanner%20Oct%2029,%202022%20-18%20PM.pdf">http://rabindrasadangirlscollege.in/files/DocScanner%20Oct%2029,%202022%20-18%20PM.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
881	23

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The college considers the students as its most important stakeholders and various efforts have been made to ensure their holistic development. As an affiliated college, the institution follows the common curriculum, evaluation and assessment procedures designed by Assam University, Silchar for all its affiliated undergraduate colleges. However, keeping in mind the localised needs of the students, the college have adopted different pedagogical approaches to make learning more student centric.. Student seminars are conducted by all departments which help students acquire extensive knowledge of specific topics and also cultivate their communication skills. Guest speakers are regularly invited which offers students opportunities to listen and interact with eminent personalities and learn from them in various ways. Through group discussions, debates and various extensive activities , students are given an opportunity to articulate their thoughts on the spot and develop critical thinking and presentation skills. Students are taken for field trips and study tours to boost experiential learning. Collaborative learning is endorsed through activities under various forums such as National Service Scheme, Red Ribbon, NCC and many other societies formed by various departments to foster humanitarian values, networking and team spirit. Student participation in administration is an important initiative taken by the collegewhich allows them to be involved in the decisionmaking process apart from acquiring a sense of responsibility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college understands the importance of integrating ICT tools in the teaching learning process to make the learning experience for students more fulfilling and meaningful. The college uses a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. The campus is Wi-Fi enabled and there are two smart classrooms with overhead projectors and white interactive boards. Educational videos and film screenings help students to stimulate their understanding about particular subjects. The college is equipped with one computer lab, and ICT enabled auditorium hall. Students can easily access e-books and e-journals through the college library. WhatsApp groups have been created to facilitate active, collaborative and independent learning beyond the classrooms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

409

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Rabindrasadan Girls' College is a constituent college of Assam University, Silchar. In respect of syllabi, examination and evaluation, the college is guided by the regulations formulated by the university. The College strictly follows all the evaluation norms framed by Assam University. University guidelines determines the different aspects of the evaluation processes such as nature of the assessment, weights for the different components. The college follows a continuous internal assessment system in which each paper of 100 marks has a component of 30 marks as internal assessment and remaining 70marks are allotted for the end-semester examination. The university has bifurcated the 30 marks of internal assessment as following: (a) Sessional Examination I (Written): 25% of the marks allotted for internal assessment. (b) Sessional Examination II (Written): 25% of the marks allotted for internal assessment. (c) Attendance: 25 % of the marks allotted for internal assessment. The above design and division of internal assessment ensures that a continuous evaluation of students takes place throughout the semester. Information regarding evaluative processes is communicated to the students through the following means:

(1) During the introductory lectures by the concerned HOD - During this interaction students are communicated, among other things, course structures, assessment mechanisms, attendance rules etc.

(2) All the College notice boards and its website - College notice boards and college website are used to communicate specific information such as dates of conduct of sessional exam, submission dates for assignments etc.

(3) Internal assessment outcomes are displayed in the college notice boards and website. This data is sent to the University



after student acknowledgement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has evolved a mechanism for redressal of grievances related to internal examination is as follows: · The assessed sessional examination answer scripts, assignments and attendance register are shown to the students for self assessment. In case of any grievances regarding internal assessment, the student is free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Head of the concerned Department. Transparency:

1. In the beginning of the semester, students are communicated about the course structures, assessment mechanisms and components, attendance rules etc.

2. Internal assessment outcomes are displayed in the college notice boards and website. This data is sent to the University after student acknowledgement.

3. University guidelines determines the different aspects of the evaluation processes such as nature of the assessment, weights for the different components.

Time-bound: 1. Internal assessments are spread evenly throughout the semester. Completed assessment marks are required to send to university within stipulated time frame.

2. Internal assessment outcomes are displayed in the college notice boards and website within 2 days of assessment completion.

3. Any grievances of students are resolved in the first hand by the concerned teacher within the stipulated time period.

Efficient: 1. The assessment process is structured by the university and the college strictly follows the guidelines for allotting marks.

2. College adopts an instant and time-based approach to resolve grievances of students Easy and convenient redressal mechanism as students can approach the concerned teacher and Head of Department any time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme and course outcomes for all Programmes offered by the institution as per the syllabi prepared by the parent university are stated and displayed on website and communicated to teachers and students. B.A. Program Outcome: The students will learn about social sciences, literature and humanities which will help them in sensible human being. Students will gain knowledge in the field of Sociology, Economic, History, Geography, Political Science etc. The program also helps the students to prepare and to appear for various competitive examinations or choose the post graduate program of their choice. After the graduation students have a choice for appearing in different competitive exam .B. Com Program Outcome: After completing the program, the students will be eligible to work in areas like marketing, accounting, taxation, banking, insurance, management and corporate law. Students will be equipped with theoretical as well as practical knowledge to work effectively and efficiently in a dynamic and modern business environment. After completion of this course, ability to make decisions at personal & professional level of the students will increase. Students will also have the idea and courage start their own business.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.rabindrasadangirlscollege.in/Programme_Specific/PSO%20&amp;%20CO%202022-23.pdf">http://www.rabindrasadangirlscollege.in/Programme_Specific/PSO%20&amp;%20CO%202022-23.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

### 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment and the level of attainment of POs, PSOs and COs are measured through the performance of the students in the internal assessments, which consist of the sessional examinations, assignments, presentations, etc. Unit tests and end semester examinations are conducted by the College according to the schedule set by the affiliating university to measure the attainment of programme specific outcomes and course outcomes. Other than the above methods, the college also facilitates accessibility of teachers, organising seminars, assignments, and class participation to enhance the progress of the students. The class room lectures, assignments, and library facility also help the students to clarify their doubts and to perform well in examinations. In order to make the students aware of their short comings while writing their answers, the examinations and tests copies are shown to them. If any shortcomings are noticed after careful scrutiny, these are addressed through specific action plans in a scientific manner to augment the learning outcome of each and every student. Apart from academics, some students also perform well in co-curricular and extra-curricular activities both intra and inter college level for which certificates of appreciation are given to them. The overall performance reflects the level of attainment of the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.rabindrasadangirlscollege.in/Programme_Specific/PSO%20&amp;%20CO%202022-23.pdf">http://www.rabindrasadangirlscollege.in/Programme_Specific/PSO%20&amp;%20CO%202022-23.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

**2.6.3.1 - Total number of final year students who passed the university examination during the year****58**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.rabindrasadangirlscollege.in/results/Final%20Result%20Data%202022-23.pdf">http://www.rabindrasadangirlscollege.in/results/Final%20Result%20Data%202022-23.pdf</a>

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://www.rabindrasadangirlscollege.in/iqac-files/sss/SSS%202022-23.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****NA**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non**

**government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

NA

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

NA

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

01

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

05

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Rabindrasadan Girls' College promotes extension activities in the neighbouring community for sensitizing students to social issues and their holistic development. Our college provides the students opportunity to translate their classroom knowledge into practical experience. Through its diverse community oriented programmes and activities focused at holistic development of students with community, the NSS and NCC units aim to develop a sense of attachment to community among students. The idea is to utilize their knowledge in finding solutions to community problems, acquiring leadership qualities and democratic attitudes, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programmes. The students are involved in planning and execution of educational tours, seminars, workshops, etc. lending active support in organizing cultural events, sports, inter and intra college activities. Students' involvement in extracurricular activities, hospitality issues, and other cultural and academic events throughout the year keep their energies channelized in the right direction. During the last

academic year, various community related extension activities were organized such as Environmental Awareness Programmes, Health Awareness Programmes, Swachhata Abhiyan, Road Safety Awareness Programmes, Vaccination Awareness Programmes to help the community. Their involvement in major decision-making bodies like Alumni Association, Placement and Career Counselling, Anti-Ragging Committee, Discipline Committee, etc. help them learn managerial and organizational skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

310

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year



0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

In terms of infrastructure Rabindrasadan Girls' College is one of the best colleges in this region. The details of the college infrastructure are given in the table below:

**Academic/Teaching-Learning-** There are 20 Classrooms(5 large with seating capacity of 160-200 students,6 medium with capacity of 120-150 students,9 small with seating capacity 40-100). Two Laboratories of Mass Communication and Computer Laboratory with internet facilities. State of the art 2 Smart Classrooms with sitting capacity of 40 students. A well stocked, air conditioned, ICT enabled library with a collection of more than 18000 books and other resources.

**Administrative Infrastructure-** Principal Office, Administrative Office and Warden Office (for Hostel).

**Academic/Student Support Infrastructure-** Common Room for faculties and students, (IQAC) Office, NCC Room and Student Union Room,a state of the art College Auditorium (with seating capacity of 180),Conference hall ((with seating capacity of 60 persons used for meetings and conducting seminars/Webinars). The college has Gym/Fitness Center and a Counseling Service Room. The college has residential facility for 120 students in Girls Hostel.The college has Canteen for students and staffs. There is a provision of CCTV Surveillance (24 hours), Parking area and a Photocopy Shop and two generators with 62.5 KVA capacities are available in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Rabindrasadan Girls' College organizes Sports and cultural activities regularly on various occasions.

**Cultural activities:** - In 2022-23 various series of cultural events were organized under Har-Ghar Tiranga and celebration of Bir Lachit Borphukan 400th birth anniversary. Other events celebrated were Rabindra Jayanti, Womens Day celebration, Republic Day celebration, Voters day celebration, Fresher's welcome celebration, Alumni Meet, student day and Saraswati puja celebrations. Cultural events are held in the auditorium which can accommodate more than 200 students.

**Sports Facilities:** The college students participated and won in the Inter college Kabaddi tournament, Badminton Championship(singles and doubles), Inter district Cricket tournament, Athletics Meet, Discuss throw, Javelin throw etc. The open space at the side and a wide and long lawn inside the main campus of the college are used for minor games and some outdoor games.

**Gymnasium:** This facility has been utilized by the students under the supervision of Gym-Instructor or Teacher -in -Charge.

**Yoga Centre:** Although the college does not have a permanent Yoga Centre, but Yoga training is imparted almost every year with the help of one instructor of Yoga of the valley.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

2

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Description of Library - RabindraSadan Girls' College library is a well stocked, air conditioned, ICT and Wi-Fi enabled .The library building has stack areas, reading room, faculty corner and space for various other activities. Library has a collection of 19858 books and textbooks, Journals, Magazines, Newspapers, question papers etc in print format. There is a separate collection of books called book bank based entirely on donations, a collection of remedial books for minorities and SC/ST students. The reading

room has a sitting capacity of 50 persons. There are 20 computers which students use for internet browsing and assignment preparation purposes. We are planning to start a digital library and for this purpose question papers, rare and fragile books, particular topics, college magazines, etc are scanned. The scanned documents are sent in the whatsapp group on demand by teachers and students.

Library is using SOUL 2.0 version as the Library Management software, more than 9500 books are entered in the cataloging module. The OPAC is used to search the collection of books.

A quick look into the library holdings 2022-23 is given below.

Books (Total)- 19858

Reference Books-412

Newspaper-2

E-resources(ejournals and ebooks)- NList resources (6000 e-journals + 5500ebooks)

Print Journals/Magazines- 4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NA</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)****4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****Rs .27278/-**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year****12**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

This college is frequently updating and providing the IT facilities in the college campus. Each HOD has a departmental Laptop, library and office have computers, software and other necessary equipments as per their requirements. The college has web administrator who maintains and update the college website with the regular interaction with the Coordinator IQAC. All the computers in the Administrative, Academic and Accounts sections are installed with necessary peripherals like printer, scanner, Xerox etc. All the computers are connected with internet facilities. Entire college campus is enabled with Wi-Fi facilities that is updated to ensure uninterrupted internet. The internet plan on 31.01.2019 was BBG Combo ULD 945 and the updated plan on 01.03.21 was FIBRE PREMIUM PLUS which is still in use for accessing internet. There are ICT Cell, Website Cell and Digital

**Learning Cell which meets regularly for the planning and monitoring the IT facilities in the college.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

#### **4.3.2 - Number of Computers**

**45**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Student – computer ratio	<a href="#">View File</a>

#### **4.3.3 - Bandwidth of internet connection in the Institution**

**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### **4.4 - Maintenance of Campus Infrastructure**

##### **4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

##### **4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

**164918**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Rabindrasadan Girls' College involves several committees/cells formed by the college authority which gives necessary solutions from time to time for overall management and smooth functioning of the entire academic and support facilities.

**Strategies for maintaining & utilizing physical facilities:**

Staffs are employed to maintain hygiene& cleanliness, wash rooms and sitting rooms are well maintained. Dustbins are placed at suitable places in the college campus.

**Strategies for maintaining & utilizing academic facilities:**

Persons for cleaning are appointed for maintaining cleanliness in classrooms, staffrooms, seminar halls, laboratories, libraries, hostels etc.

**Library:** Librarian with support staffs are appointed for the exhaustive use of library resources. The resources of the library are books, journals/magazines, newspapers, previous year question papers, syllabus etc.

**Gym :** The college recreation committee looks after the maintenance and activities of the gym .The gym is having all the latest facilities for the students .

**Laboratories:** This college has 2 laboratories and in total college has 37 computers for students to access internet, computers are regularly checked for technical issues.

**Sports Complex:** Sports committee looks after the maintenance and utilization of sports equipments of the college.

**Classrooms:** The maintenance of classrooms are under the overall

supervision of the College Development Committee.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

260

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>B. 3 of the above</b>
File Description	Documents
Link to institutional website	<a href="#">NA</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>65</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>65</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

3

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The students representing Rabindrasadan Girls' College, have been actively engaged in various administrative, co-curricular and extracurricular activities of the college. The students actively participate in various student related events like freshers' welcome and different inter college competitions organized by various academic and Governmental agencies. Some of the students are included in the college administrative body like IQAC, project monitoring committee of RUSA, Anti-Ragging Committee, Anti-Sexual Harassment Committee and Grievance Redressal Cell and College Disciplinary Committee . The NSS unit, Red Ribbon Club and NCC unit of Rabindrasadan Girls' College conduct and participate in various social service-related activities not only in the college campus but also in various platforms outside the college campus. They take part in various social awareness activities like protection of environment, plantation of trees, Clean India Mission, Protection of Historical Monuments, Awareness on Women Empowerment, Protection of Girl Child, Blood Donation Camp etc. Like every year, the NCC Cadets take part in March-Past competition which are held on Independence and Republic Day Celebration organized by the District authority of Karimganj, Assam. The Students of the College organize and take parts in students related programmes like sports, seminars, debate and cultural events etc.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

42

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association of Rabindrasadan Girls' College confers active participation in different aspects of the college and alumni of different departments directly remain in contact with their respective departments and exchange ideas for development of the department. The alumni association contributes through various other means:

**Book contribution:** Alumni of different departments contribute to the department through book donation. Some alumni of Economics/Philosophy/Sanskrit/Education/Political Science/History department have donated a good number of books to the department.

**Alumni meet:** Rabindrasadan Girls' College has a tradition of inviting alumni for annual alumni meet. In this meet alumni get chance to reconnect with their alma mater and old friends. This is the best platform for networking and sharing new ideas. These inputs prove to be helpful for the academicians to mould the aspiring students.

**Entrepreneurship awareness:** Some of our alumni have enlightened the students by sharing their challenges and success stories in different meetings. They even invited students to participate in different skill development programme to enhance their skill for self employment. The alumni used to inspire the present students to take part in various activities for promotion of their socio-economic status.

**Financial assistance:** The alumni come forward with a definite plan

to increase the numerical strength of the association by establishing communication with other alumni of the Institution. The active participation of increased number of members enhance the fund position of association.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Rabindrasadan Girls' College is one of the leading women colleges of Assam. Since its inception, the college has been catering to the educational needs of the girl students. With the passage of time many changes have occurred, but the college has retained its mission of imparting education amidst all hardship and hurdles. The mission of this college is to bring about a Social, Economic, moral and value - based upliftment of the people of various parts of Assam and its neighbouring states, especially people of the districts of Karimganj. As an institution established exclusively for girls we are always conscious of the necessity of education as an important milestone of women empowerment because it enables them to face the challenges, to confront their traditional role and change their life. . Education encourages women especially the rural women to take advantage of the various schemes like Sarva Shiksha Abhiyan, Operation Black-Board, and Total Literacy Programmes etc. The college is firmly committed to the fulfillment of those schemes that cater to the requirements of the present age.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/igac-files/vm/Mission%20and%20Vision.pdf">http://rabindrasadangirlscollege.in/igac-files/vm/Mission%20and%20Vision.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Rabindrasadan Girls' College as a provincialised college has a built in three level system of hierarchy of academic administration and leadership. The affiliating university and the Government of Assam constitutes the apex of the hierarchy; the Principal is the overall head of both the academic and administrative affairs of the college at the institutional level. IQAC The Internal Quality Assurance Cell (IQAC) is constituted as per guideline of NAAC to ascertain overall quality in teaching-learning, administrative and Co-curricular activities. The IQAC coordinates with all the stakeholders associated with Administration, Academic affairs and Extension Activities which include, Academic coordinators, Head of the Departments, Librarian, Convenors of various Committees and Cells. Committees and Cells: The College has a hierarchical organization structure that executes the work by delegating responsibilities to the committees and cells. Some of the key committees/Cells that are visibly functioning throughout the academic session are: Admission Committee, Discipline Committee, Grievance Redress Cell, Anti-Ragging Committee, National Social Service (NSS), NCC Unit, Construction Committee, Planning Committee, Students' Welfare Committee, Library Committee, Digital Library Committee, Examination Cell, Women's Cell, Cultural Committee, Hostel Committee, Common Room Committee, Sports Committee, Prospectus Committee, Purchase Committee, Committee for SC/ST, Minority Cell, OBC Cell.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/committees/Various%20Committee%202022-23.pdf">http://rabindrasadangirlscollege.in/committees/Various%20Committee%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC has prepared its strategic/perspective plan in accordance with the plan as prepared by the NAAC

1. ICT- Technology Enabled Administration, Support Service and Teaching, Learning and Evaluation

2. Research- promotion of focused research

3. Community presence- Inculcating social responsibility and values

4. Holistic education- Nurturing and Enhancing human potential

5. Visibility- culture on oneness, best learning experience and best practices

Strategies: 1. ICT-Technology Enabled Administration, Support Service and Teaching, Learning and Evaluation

Proposed activities:

1. Training on Information Technology Tools

2. Creation of Videos & Audios on Topics of relevance

3. Enhancing the numbers of computers in teaching-learning methods

4. Enhancing e-lectures

2.Research-promotion of focused research

Proposed activities

1. Integration of Research with Curriculum

2. Promoting the number of Research Projects and Publication

3. Organizing National/International Conferences

4. Community presence-Inculcating social responsibility and values

Proposed activity

1. Environmental Related activities:(Cleanliness programme, tree



plantation, awareness programme on environmental sustainability)

2. Educational Programs in adopted schools and village

3. Health related Programmes- Health and hygiene programs, Health camps, blood donation camps/identification camps

4. Holistic education-Nurturing and Enhancing human potential

Proposed activities

Strengthening

1. Skill development trainings

2. Faculty Development Program

3. ICT-enabled class room teaching

4. Innovative teaching methods

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/policy-files/Strategic-Perspective%20Plan%202022-23.pdf">http://rabindrasadangirlscollege.in/policy-files/Strategic-Perspective%20Plan%202022-23.pdf</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Rabindrasadan Girls' College is a provincialised college under Govt. of Assam and affiliated to Assam University, Silchar. The President of the GB is nominated by the state govt for a period of five years, the principal is the ex-officio secretary, two members are nominated by the affiliating university. Other members include-two teachers selected from the college annually, one office staff, three members from parents and the librarian. The Governing Body (GB), headed by President is the highest decision making body and play a

major role in guiding and planning the various strategies in relation to management of the college. The Principal being Secretary of the GB executes all functioning as per decision and approval of the GB. The College is regulated by the guidelines as set in the Assam Provincialised Colleges and Assam Non- Government Management Rules, 2001, which includes the powers, role, and composition of the Governing Body, the Principal, and other stake holders, as also the mode of selection, appointment, function of teachers, support staff etc.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/policy-files/Service%20Rules.pdf">http://rabindrasadangirlscollege.in/policy-files/Service%20Rules.pdf</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching As the college is a provincialised one, the teaching staff avail the State Government's Welfare Schemes like General Provident Fund, Group Insurance Scheme, Post Retirement Benefit Scheme like Gratuity, Leave Encashment and Pensions etc. Besides these, the institution has its own R.S. Girls' College Employee's

Thrift and Credit Co-operative Society Limited which provide financial assistance in the form of loan to the employees on easy terms. Teachers are given leave for a particular period to pursue research work or work in other post higher than the existing one under Faculty Improvement Programme. Duty leave is given to an employee to attend seminar, workshop, Refresher Course, Orientation Course and for performing University works. Other facilities available for teachers are - Well equipped common room; Separate departmental rooms for each department with computer and Wi-Fi facilities; College canteen with subsidised rates; Health check up facilitation provided by medical cell Duty leaves are granted to faculty members for attending orientation, refreshers, seminars and workshops; Non teaching Health check up facilities provided are by medical cell; College canteen with subsidies rates; Well equipped office room. The non teaching staff also avail the State Government's Welfare Schemes and Employee's Welfare Scheme like Medical Relief Fund and R.S.Girls' College Employee's Thrift and Credit Co-operative Society Limited for loans at a short notice.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/welfare/Welfare%20Measures%20for%20teaching%20and%20Non-teaching%20staff%202021-22.pdf">http://rabindrasadangirlscollege.in/welfare/Welfare%20Measures%20for%20teaching%20and%20Non-teaching%20staff%202021-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by

**the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

5

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

## 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The required manpower of the college is analysed timely and recruitment is done accordingly as per the guidelines provided by the UGC and Directorate of Higher Education (DHE, Government of Assam) for both sanctioned and non-sanctioned vacancies. As per new U.G.C. guidelines, the Career Advancement Schemes (CAS) promotion of the teachers and Librarians should be subject to the Academic Performance Indicator (API) criteria and Performance Based Appraisal System (PBAS) norms laid out in the U.G.C. regulations, i.e. 30th June, 2010 and amended from time to time. In pursuance of the above, the Govt. of Assam declares guidelines through gazette notifications, regarding career advancement of college teachers in Assam. The College authority submits Annual Performance Report (APR) for individual teacher to the DHE for promotional considerations to the next grade. The performance of the faculty members is evaluated at regular intervals through feedback system. The Performance appraisal of non-teaching staff is subjected to the rules and guidelines of the Government of Assam. The authority monitors the performance of non-teaching staff and submits the report to the DHE for further promotional measures.

File Description	Documents
Paste link for additional information	<a href="https://www.efluniversity.ac.in/Documents/CAS/UGC%20REGULATIONS%202010.pdf">https://www.efluniversity.ac.in/Documents/CAS/UGC%20REGULATIONS%202010.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution maintains proper transparency in the financial aspects among the various stake holders. The financial audit has been conducted from time to time for proper execution of managerial works. Both internal and external audit is conducted for smooth running of the financial transactions of the institution. Internal audit is done by the auditor appointed by the Governing Body. External Audit is done by Director of Audit (Local fund). They verify and confirm all financial transactions and the report is submitted to the higher government authority. For queries, the college authority provides clarification with

necessary evidential documents. The RUSA fund is also audited by the Head Office of RUSA (Assam). Financial audit at Rabindrasadan Girls' College is done at two different levels Internal Audit External Audit Internal Audit is done by the internal auditor.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/audit-files/Audit%20Report%202022-23.pdf">http://rabindrasadangirlscollege.in/audit-files/Audit%20Report%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The primary sources of funds are the State government which is utilised for the salaries of the staff. The other sources of revenues such as fees received from students as tuition fee, hostel fee, etc. are utilised for running and maintaining the academic programmes of the college, general overheads, general maintenance, etc. For major capital expenditures, funds are received from the state government as well as the Rashtriya Uchchatar Shiksha Abhiyan (RUSA). The College Development Committee and the Construction Committee conduct meetings from time to time to decide on the various courses of actions and related mobilization of funds. The institute also generates funds from its corpus as a caution to take contingency measures. Regarding the optimal utilization of resources, all the physical resources like the college infrastructure have been used as an

examination centre by various government job related and professional examinations. The classrooms are being used beyond class purposes in respect of various extracurricular activities meant for students. The intellectual resources as the human resource of the college engage in various research and societal development activities. The institution generates fund through collection of admission fees, examination fees and various sources and the fund collected are used in many institutional strategies.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/audit-files/Audit%20Report%202022-23.pdf">http://rabindrasadangirlscollege.in/audit-files/Audit%20Report%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance (IQAC) has its significant contributions for institutionalizing the quality assurance strategies and process. The IQAC does not compromise with anything that devalues quality of the students. In view of the academic excellence, the IQAC used to convene IQAC- teacher meet, teacher-student meet and teacher-guardian meet periodically. The IQAC gets the students involved in the program organized by the NSS, NCC and any other activities like seminar social services, games & sports, yoga and etc. related to their academic education. With the initiative of the IQAC, many programs like, seminar, awareness on entrepreneurship and etc. have been organized. Besides, job oriented course in the private sector has been introduced in the college to benefit the students. The IQAC keeps on watching if classes are held at per scheduled routine in the college campus. If found anything that required an urgent need of attention, the matter is passed over to the Principal for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of



operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Students' feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The students' feedback is conducted in a systematic way as Firstly, all the students' feedback on faculty; teaching learning process and evaluation are accepted so that the existing teaching learning pedagogy can be depicted. Secondly, after assessing the feedback, received from students, any teacher if found to be having unsatisfactory performance are inculcated with the scope of improvement accordingly. The whole process is being operated through IQAC and no other faculty member is involved at any stage. Continuous evaluation criterias and techniques by different departments: Evaluation criteria's as sessional examinations, assignments, group discussions, seminar paper presentations etc. have been conducted time to time for each session for continuous evaluation of learners performance. Moreover, remedial and tutorial classes have been incorporated in the class curriculum for facilitating the learners to enable them to clarify their respective doubts. The Principal as the chairman of IQAC along with all its members regularly monitors and takes all initiatives for the availability and optimum utilization of resources like audio-visual teaching aids for effective teaching learning process.

File Description	Documents
Paste link for additional information	<a href="http://rabindrasadangirlscollege.in/feedback-files/Feedback%20Report%202022-23.pdf">http://rabindrasadangirlscollege.in/feedback-files/Feedback%20Report%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**



File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.rabindrasadangirlscollege.in/certificates/RABINDRASADAN%20GIRLS'%20COLLEGE%20ISO%20CERTIFICATE.pdf">http://www.rabindrasadangirlscollege.in/certificates/RABINDRASADAN%20GIRLS'%20COLLEGE%20ISO%20CERTIFICATE.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college recognises the unique needs of female students and a variety of options catering to the interests and needs of women and girls are made available. The college campus and the dormitory are concrete walled and the gates are constantly monitored to ensure the protection and security of the female students. The whole campus, including all halls and classrooms, the library, and other key locations, are under the surveillance of CCTV. While classes are in session, the campus is patrolled often by the administration, faculty, and Principal. The college has a "Discipline Committee" that watches over students during college hours to make sure everyone, especially the girls and ladies, staysafe. As a means of achieving gender equality and empowering students a Women's Cell is formed to advocate for gender equality at the college. The Women's Cell's mission is to raise awareness among the college's students and faculty about discrimination based on gender, as well as women's rights, welfare, and empowerment. This section discusses initiatives and programmes that promote gender equality in power structures and resource distribution. The cell has successfully organised awareness programmes over the few years to sensitise students and the local community about topics including gender, sexual harassment, women's health (both physical and mental), and job possibilities.

File Description	Documents
Annual gender sensitization action plan	<p><u>The college recognises the unique needs of female students and a variety of options catering to the interests and needs of women and girls are made available. The college campus and the dormitory are concrete walled and the gates are constantly monitored to ensure the protection and security of the female students. The whole campus, including all halls and classrooms, the library, and other key locations, are under the surveillance of CCTV. While classes are in session, the campus is patrolled often by the administration, faculty, and Principal. The college has a</u></p>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p><u>The college recognises the unique needs of female students and a variety of options catering to the interests and needs of women and girls are made available. The college campus and the dormitory are concrete walled and the gates are constantly monitored to ensure the protection and security of the female students. The whole campus, including all halls and classrooms, the library, and other key locations, are under the surveillance of CCTV. While classes are in session, the campus is patrolled often by the administration, faculty, and Principal. The college has a</u></p>
<p><b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b></p>	<p><b>D. Any 1 of the above</b></p>

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Solid Waste Management:** To achieve effective waste management, the college ensures that solid waste is segregated at source as bio degradable and non-degradable. Dustbins are placed at all departments and corridors for disposal of dry wastage. The institution has one ironmade tank for storing solid nondegradable waste and every week the Karimganj Municipal Board official van collects the whole waste from the tank and disposes them at the landfill site authorized by the Municipality. Solid waste in the form of dried leaves, vegetable waste etc. is dumped in the compost pit. The paper waste produced from departments, library, examination office, administrative offices, hostels, are disposed through vendors. The wastes are properly stacked in designated place and later disposed through vendors for proper waste management. The college has taken measures to reduce plastic pollution in the campus, with a particular focus on the reduction and elimination of plastic bottles, single-use plastic bags etc. Every year World Environment Day is celebrated to create awareness and to promote environmental protection.

**Liquid Waste Management:** Liquid waste in the college generated from canteen, hostels and residential quarters are managed through proper drainage system and sewers. The college do not have any sewage treatment plant yet.

**E-waste management–E-waste** are stored in a secured place and outsourcing services are availed for proper disposal. E-waste like old and damaged computers, monitors, keyboards, hard disks, printers, printer cartridges, toners, pen drives, batteries etc. are sold as scrap to third party.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit**

A. Any 4 or all of the above

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Since its inception, the institution served people regardless of their ethnicity, nationality, religion, education level, or**

financial condition. Everyone is accepted, tolerated, and treated fairly at this college. The students from North Eastern states including Barak Valley who take admission reflect a wide range of cultural, religious, linguistic, and socio-economic backgrounds. By enrolling students from all the section of society, the college encourages unity in diversity. Students in BPL category and with father's annual income Rs. 2 lakh or less is eligible for admission under the Fee Waiver Scheme. Cultural items performed by students on different occasions and various events depict a colourful reflection of the students' wide range of cultural variety and ethnicity. The yearly magazine of the college and the Wall Magazines of various departments portray the ethereal details of the cosmopolitan but harmonious aspect of the setting. The college helps students apply for and receive scholarships from a variety of sources, including Ishaan Uday, SUHIRD (MLA Scholarship, SC, ST, OBC, Minority, etc. and the college Poor Students' Aid Fund Scholarship, etc. All festivals and observances, such as Bhasha Sahid Diwas (19 May) and Rabindra Jayanti, National Youth Day, Sanskrit Diwas, Netaji Birthday, Gandhi Jayanti, etc., are organized with due importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In addition to educating students across a range of academic disciplines and programmes, the college actively works to instil in them the values, rights, duties, and responsibilities of citizens essential to the development of a democratic, civilised, and inclusive society in India by observing various activities viz.

1. National Voters Day is celebrated on 25 January to encourage our students to participate in electoral process.

2. On 26th January 'Republic Day is celebrated every year to commemorate the adoption of the constitution.

3. On August 15, the institution celebrates Independence Day to

commemorate the valour and spirit of the freedom fighters.

4. On September 5, the college celebrates Teachers' Day .

5. Every year on June 5th, the college celebrates World Environment Day with a Clean Campus Drive, tree planting, and talks on individual and collective environmental responsibility.

6. The NCC and NSS wings of the College play a very significant role in imbibing values like national integration, patriotism, and rights and duties of a citizen. The NSS wing organizes programs like Swachh Bharat Abhiyan, Anti-Drug program to instill a sense of responsibility among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution organises and celebrates notable National and International commemorative days, events, and festivals primarily for two reasons:

(a) to focus on and appreciate the values for which the particular days are remembered and to show solidarity with the people of the nation and the world; and

(b) to embrace all sections of the community by giving due respect and importance to the diverse cultural backgrounds of students who attend the institution.

The following are examples of celebrations honouring National and International figures that have been held at this institution:

1. On August 15th, we commemorate our Nation's independence
2. On January 26th, the college hosts a Republic Day celebration.
3. On October 2nd, people across the country celebrate Gandhi Jayanti.
4. The Bengali department of the college organises a thoughtprovoking programme on the occasion of Rabindra Jayanti, the birth anniversary of Nobel laureate poet Kabiguru Rabindranath Tagore.
5. On January 12th, on the occasion of Swami Vivekananda's birthday, the college community pays homage to his image with flowers, and lecture sessions are organised.
6. On January 23rd, the college celebration of Birth Anniversary of Netaji Subhas Chandra Bose.
7. On June 21st the NSS Cell has observed International Yoga Day.
8. On 19th May, the college has observed Unishe May.
9. Farewell for Final Year Students
10. Celebration of the completion of 75th Year of Indian Independence (Har Ghar Tiranga).



**11. Celebration of 400 Birth Anniversary of Bir Lachit Barphukan**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.2 - Best Practices**

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**1. Title: Use of Information Communication Technology (ICT) in teaching learning process**

**Objective: Information and Communication Technology (ICT) in Education leads to quality student learning and better teaching methods.**

**The Context: Use of Information Communication Technology (ICT) in teaching learning process facilitate an alternative method of teaching-learning.**

**The Practice: Teaching faculty used various ICT tools in order to continue teaching learning process.**

**Evidence of Success: Teachers used platforms like Google meet, Zoom, Whatsapps, Youtube, etc to carry forward the teaching - learning process.**

**Use of ICT in teaching learning process improved the result and performance of the students in examinations.**

**Problems Encountered and Resources Required:**

**\*Limited use of ICT tools**

**\*limited accessibility**

**\*limited technical support**

\*lack of effective training

\*limited time .

To facilitate use of ICT, more ICT enabled class rooms are required for quality enhancement of teaching learning process.

2.Title of the Practice: Career Counselling among the students

The objective: To train young students to be able to make right career choices and also be leaders in all walks of life.

Context: Career counselling helps to adopt the best practices that will pave the way to career success.

Evidence of success: Career counselling improves the quality of students to employ themselves in various sectors.

Problems Encountered and Resources Required: As there is lack of communicating skill among the students, it emerges as a serious problem for seeking employment in various sectors.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Established in 1962, Rabindrasadan Girls; College has served its community and beyond since its founding. East Pakistan victims of the tragic split had not yet recovered from the trauma of uprooting their families. Many of these families had been forcibly removed from their homelands, and the first generation faced significant challenges when it came to establishing a stable financial footing. In order to provide a path to higher education for these girls, Rabindrasadan Girls' College was conceived. Since then, there has been a huge influx of students looking for higher education in and around the town of Karimganj, partially due to the large-scale movement of migrants from East Pakistan, now Bangladesh. Rabindrasadan Girls' College was established with the firm conviction that it will pursue inclusive education embracing all section of the society. It has always been a priority for the

College to meet the demand for higher education among the socially and economically disadvantaged segments of the population spread out over a broad and diversified geographical jurisdiction. This approach has paid off and today there is healthy representation of students coming from the socially and economically backward section in the Institution.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Plan of Action for the Next academic year i.e.2023-2024

##### 1. Short-term:

1. Creating a Detailed Project Report (DPR) for RUSA funding infrastructure improvement

2. Putting the emphasis on the students by having them take part in "Participative Learning"

##### 2. Medium-term:

1. The expanded campus include a gymnasium/recreation centre, a new academic building, and a herbal garden.

2. New Certificate and Diploma courses

3. Alumni Participation in a Wide Range of Academic, CoCurricular, and Extra-Curricular Programmes and Initiatives

4. Another recommendation is to have independent organisations conduct an academic, administrative, and green audit.

5. Putting together student career-oriented workshops, seminars, and professional development programmes.

6. 'MOU' will be signed with businesses and educational institutions to facilitate collaboration in areas such as research, training, and the exchange of faculty and students.

7. NSS Programmes Should be given further momentum by adopting

more villages.

3. Long term:

1. The introduction of graduate-level programmes with multidisciplinary approach keeping in pace with NEP 2020
2. To improve education, conventional lecture halls are being replaced by high-tech, interactive classrooms.
3. To make the College a "Centre of Potential for Excellence" and achieve 'autonomous' status.
4. To organize a year-long social activities in the village adopted by the college.
5. To organize literacy campaign above 18 years of age; to organize legal awareness programme among the women, to involve more alumni for all round development of the institution, to create science awareness among the students.